

ODDIE RAKORE

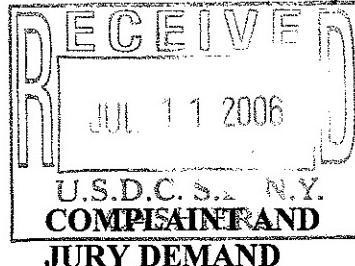
06 CV 5251

William H. Roth (WR 8264)
Wechsler & Cohen, LLP
17 State Street, 15th Floor
New York, New York 10004
(212) 847-7900
Attorneys For Plaintiff Stephanie Tullo

UNITED STATES DISTRICT COURT
SOUTHERN DISTRICT OF NEW YORK

-----X
STEPHANIE TULLO,

Plaintiff,



CIV.

-against-

ECF Case

McCALL PATTERN, CO.,

Defendant.

-----X

Plaintiff, Stephanie Tullo, by her attorneys, Wechsler & Cohen, LLP, for her
Complaint alleges:

Parties, Jurisdiction and Venue

1. Plaintiff, Stephanie Tullo is a natural person who was employed by Defendant McCall Pattern, Co. since 1963.
2. McCall Pattern, Co. is a corporation with a principal place of business at 11 Penn Plaza, New York, New York.
3. Jurisdiction in this Court arises by reason of 28 U.S.C. § 1331 because the action arises under the laws of the United States, or alternatively, under 28 U.S.C. §1333 (a), (4) because it seeks to recover damages under Acts of Congress providing for the protection of civil rights.

4. This is an action brought pursuant to Title VII of the Civil Rights Act of 1964 (42, U.S. C. § 2000e *et seq.*), the Age Discrimination in Employment Act (29 U.S.C. § 621 *et seq.*), the New York State Human Rights Law (N.Y. Executive Law § 296 *et seq.* and the New York City Human Rights Law, N.Y.C. Admin Code § 8-101 *et seq.* Jurisdiction over the State and City claims arise from 28 U.S.C. § 1367, pursuant to principles of supplemental jurisdiction.

5. Venue is proper pursuant to 28 U.S.C. § 1391 (b) (1) because defendant resides in this District.

Exhaustion of Administrative Remedies

6. Plaintiff filed a timely charge of the claims alleged herein with the Equal Employment Opportunity Commission (“EEOC”). On May 26, 2006, the EEOC issued a ‘Right to Sue’ letter, a copy of which is annexed hereto as Exhibit A.

Facts Giving Rise To Claim

7. Stephanie Tullo is a female who at the time of her termination was 60 years of age. She was employed at McCall for 42 years, where she rose to the position of Director of Administrative Services, for which she received an annual salary of approximately \$90,000.

8. Ms. Tullo’s job performance was always outstanding. Year after year her annual reviews characterized her job performance in the highest category of execellence provided for in the evaluation forms. Attached hereto as Exhibit B are copies of her performance evaluations covering the last ten years of her employment. On each occasion, her overall performance was judged, by different senior officers of the

company, as being "outstanding." She continued to excel in her job performance after the last performance evaluation that she received in March 2005.

9. On November 3, 2005, Robin Davies, President of Defendant McCall Pattern Co. called Stephanie Tullo into his office. No one else was present at the meeting, even though it is Company policy that when significant personnel issues are discussed, two people from management, usually one of whom is in Human Resources, attend such meetings. At the November 3, 2005 meeting, Davies told Ms. Tullo that now that she was 60 years of age she should want to retire. Ms. Tullo who still lives and works with great vitality, told Mr. Davies that she did not want to retire. Mr. Davies urged her a second time, in view of her age, to retire. When Ms. Tullo declined to retire, Mr. Davies advised her that her employment was terminated as of December 31, 2005. Ms. Tullo's age was the only factor Mr. Davies referred to in advising her that her employment was being terminated. Ms. Tullo was in fact terminated as of December 31, 2005.

10. After Ms. Tullo's termination, her job functions were performed in substantial part by Ramon Roncal, a 45 year-old male who is less experienced and less competent in fulfilling the job requirements than Ms. Tullo was.

11. Subsequent to the November 3, 2005 meeting between Davies and Tullo, McCall Pattern announced that it was implementing a company-wide reduction in force. Upon information and belief, McCall Pattern terminated the employment of 11 people as part of that reduction in force. Upon information and belief, all 11 employees who were terminated as part of the reduction in force were women. Such disparate impact evidences a discriminatory motive to single out employees for termination on the basis of their sex, rather than any bona fide attribute of their performance or their job functions.

First Claim For Relief

12. McCall Pattern discriminated against Stephanie Tullo by discharging her on account of her age. Such behavior by McCall Pattern is prohibited by the Age Discrimination in Employment Act, 29 U.S.C. § 623 (a) (1), The New York State Human Rights Law, N. Y. Executive Law § 296 (a) and New York City Human Rights Law N.Y.C. Administrative Code §8-101 *et seq.*

13. McCall Pattern's action in terminating Stephanie Tullo was intentional, willful and constitutes the sort of outrageous and wanton behavior which justifies imposition of punitive damages.

Second Claim For Relief

14. Plaintiff reasserts and realleges the statements made in Paragraphs 1 through 8 and 11, above.

15. By reason of the foregoing, McCall Pattern discriminated against Stephanie Tullo by discharging her on the basis of her sex. Such behavior is prohibited by Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2001e- 2(a), N. Y. Executive Law §296 (a) and New York City Human Rights Law, N.Y.C. Administrative Code §8-101 *et seq.*

16. McCall Pattern's action in terminating Stephanie Tullo was intentional, willful and constitutes the sort of outrageous and wanton behavior which justifies imposition of punitive damages.

WHEREFORE, Plaintiff Stephanie Tullo demands judgment in her favor against McCall Pattern Co. for monetary damages, including, but not limited to compensatory damages, front-pay, back-pay liquidated damages, punitive damages,

prejudgment interest calculated from the date of her discharge, the attorney's fees, costs and disbursements she incurs in connection with this proceeding and for whatever further and additional relief which this Court deems just and proper.

Dated: New York, New York
July 11, 2006

WECHSLER & COHEN, LLP

By: 
William H. Roth (WR 8264)
Attorneys for Plaintiff
17 State Street, 15th Floor
New York, New York 10004
(212) 847-7900

Jury Demand

Plaintiff demands a jury trial of all issues.

U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

NOTICE OF RIGHT TO SUE (ISSUED ON REQUEST)

To: Stephanie Tullo
1742 Union Avenue
Hewlett, NY 11557

From: Boston Area Office - 523
John F. Kennedy Fed Bldg
Government Ctr, Room 475
Boston, MA 02203

On behalf of person(s) aggrieved whose identity is
CONFIDENTIAL (29 CFR §1601.7(a))

EEOC Charge No.	EEOC Representative	Telephone No.
520-2006-00868	Edward J. Ostolski, Investigator	(617) 565-3214

(See also the additional information enclosed with this form.)

NOTICE TO THE PERSON AGGRIEVED:

Title VII of the Civil Rights Act of 1964 and/or the Americans with Disabilities Act (ADA): This is your Notice of Right to Sue, issued under Title VII and/or the ADA based on the above-numbered charge. It has been issued at your request. Your lawsuit under Title VII or the ADA **must be filed in a federal or state court WITHIN 90 DAYS** of your receipt of this notice; or your right to sue based on this charge will be lost. (The time limit for filing suit based on a state claim may be different.)

- More than 180 days have passed since the filing of this charge.
- Less than 180 days have passed since the filing of this charge, but I have determined that it is unlikely that the EEOC will be able to complete its administrative processing within 180 days from the filing of this charge.
- The EEOC is terminating its processing of this charge.
- The EEOC will continue to process this charge.

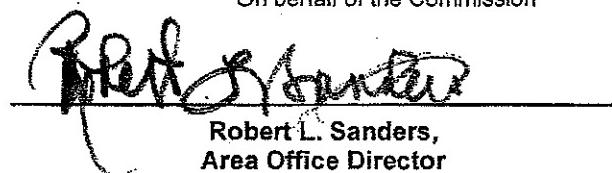
Age Discrimination in Employment Act (ADEA): You may sue under the ADEA at any time from 60 days after the charge was filed until 90 days after you receive notice that we have completed action on the charge. In this regard, the paragraph marked below applies to your case:

- The EEOC is closing your case. Therefore, your lawsuit under the ADEA **must be filed in federal or state court WITHIN 90 DAYS** of your receipt of this Notice. Otherwise, your right to sue based on the above-numbered charge will be lost.
- The EEOC is continuing its handling of your ADEA case. However, if 60 days have passed since the filing of the charge, you may file suit in federal or state court under the ADEA at this time.

Equal Pay Act (EPA): You already have the right to sue under the EPA (filing an EEOC charge is not required.) EPA suits must be brought in federal or state court within 2 years (3 years for willful violations) of the alleged EPA underpayment. This means that **backpay due for any violations that occurred more than 2 years (3 years) before you file suit may not be collectible.**

If you file suit, based on this charge, please send a copy of your court complaint to this office.

On behalf of the Commission



Robert L. Sanders,
Area Office Director

MAY 26 2006

Enclosures(s)

(Date Mailed)

cc: MCCALL PATTERN CO.
11 Penn Plaza
New York, NY 10001

Date
2/12/97

REQUEST FOR PERSONNEL ACTION

Tullo	Stephanie	M <input type="checkbox"/>	F <input checked="" type="checkbox"/>	050-36-0002
First Name (Print)	First Name	Social Security Number		
171 Harbor View North Street	Lawrence Apt. #	New York State	11559 Zip	

	PLACE ON PAYROLL	
	REMOVE FROM PAYROLL	
	TRANSFER	
	REVISED JOB CLASSIFICATION AND/OR SALARY RATE	
	MEDICAL LEAVE OF ABSENCE	
	UNPAID LEAVE OF ABSENCE	
XX	OTHER: <u>Change in next review date only.</u>	
	<input checked="" type="checkbox"/> EXEMPT	<input type="checkbox"/> NON-EXEMPT
	<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> TEMPORARY
Department	PRESENT STATUS	
Staff Number	Administrative Services	
Effective Date	09.505	
Job Title	March 1, 1997	
Grade	Director, Admin. Services	
Salary Range	XI	
	Date of Hire _____	
Present Salary	Increase <u>\$77,700/yr.</u>	Date of Last Review <u>9/1/95</u>
	Decrease <u>%</u>	% Increase <u>0</u>
	Salary To Be <u>\$77,700/yr.</u>	Amount of Last Review <u>0</u>
	COMMENTS	
<i>Patty Stampf</i> P. Stampf	No salary action.	
<i>T.K. Butler</i> T.K. Butler	Next review date: 9/1/98.	
	TERMINATIONS ONLY	
	19 Vacation Days	
	19 Vacation Days	
	Total Vacation Days _____	

Supervisor Initiating Action
M. Zemeckis
Division Head
R. Hermann

Date 2/14/97 Department Head _____ Date _____
Final Authorization _____ Date _____

EXEMPT PERFORMANCE APPRAISAL

10 7 63

EE'S NAME Stephanie Tullo
 EEE'S JOB TITLE Director, Administrative Svcs.
 VISOR'S NAME Marvin Zemel

DATE HIRED

(Month)

(Day)

(Year)

TIME ON
THIS JOB

(To be completed by supervisor)

DATE THIS REPORT
SENT TO SUPERVISOR

January 10, 1997

		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
WLEDGE OF WORK <i>ledge and understanding phases of this job related jobs.</i>	Has an unsatisfactory knowledge of this job.	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	<input checked="" type="checkbox"/>
	COMMENT:					
LITY OF WORK <i>acy and thoroughness which work meets nized and accepted ards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	<input checked="" type="checkbox"/>
	COMMENT:					
NITIVITY OF WORK <i>ne of work based recognized standards performance.</i>	Consistently low and behind schedule.	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	<input checked="" type="checkbox"/>
	COMMENT:					
ENDABILITY <i>pliance with instructions regulations. Reliability in varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up.	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	<input checked="" type="checkbox"/>
	COMMENT:					
OPERATION <i>operation with associates, peers and others.</i>	Uncooperative, careless and indifferent. Irritates others.	Indifferent to importance of co-operation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	<input checked="" type="checkbox"/>
	COMMENT:					

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Effectiveness Planning <i>Planning, i.e., determining what shall be done; or when; where, or by whom; or how it shall be done.</i>	Planning is frequently ineffective or too late.	Planning is sometimes incomplete, ineffective, or too late.	Planning generally complete, effective and usually thorough.	Planning almost always sound and effective, complete and on time.	Planning always sound and effective, complete, thorough and on time. ✓
	COMMENT:				
Pervisory Relationships <i>Ability to secure results through subordinates.</i>	Ineffective in handling subordinates.	Handles all supervisory aspects of his job in satisfactory manner.	Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance.	 ✓	
	COMMENT:				

IDENTIFY STRENGTHS: Hesham has a fine command of his
play and is very conscientious in execution.

IDENTIFY AREAS NEEDING IMPROVEMENT: _____

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE? _____

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	<input checked="" type="checkbox"/>
Very Good	<input type="checkbox"/>
Satisfactory	<input type="checkbox"/>
Marginally Acceptable	<input type="checkbox"/>
Unacceptable	<input type="checkbox"/>

OPTIONAL COMMENTS: _____

REPORT PREPARED BY: *John G. Miller* DATE: *June 24, 1987*

EPORT REVIEWED BY: ██████████ DATE: 4/14/99

HIS APPRAISAL WAS DISCUSSED WITH THE EMPLOYEE ON: _____

REQUEST FOR PERSONNEL ACTION

Date

Tullo

Stephanie

M F

 XX

050-36-0002

Last Name (Print)

First Name

Social Security Number

171 Harbor View North

Lawrence

New York

11559

Street

Apt. #

City

State

Zip

- | | |
|---|--|
| | PLACE ON PAYROLL |
| | REMOVE FROM PAYROLL |
| | TRANSFER |
| | REVISED JOB CLASSIFICATION AND/OR SALARY RATE |
| | MEDICAL LEAVE OF ABSENCE |
| | UNPAID LEAVE OF ABSENCE |
| X | OTHER: <u>Change in next review date only.</u> |
| | <input checked="" type="checkbox"/> EXEMPT <input type="checkbox"/> NON-EXEMPT |
| | <input type="checkbox"/> REGULAR <input type="checkbox"/> TEMPORARY |

PRESENT STATUS

NEW STATUS

Department	Administrative Services	Administrative Services
Staff Number	09.505	09.505
Effective Date		September 1, 1995
Job Title	Director, Admin. Services	Director, Admin. Services
Grade	XI	XI
Salary Range	\$51,060-73,267-95,474	\$51,060-74,699-98,338

Increase _____

Date of Last Review 3/1/94

Present Salary \$77,700/yr.

Decrease _____ %

Salary To Be \$77,700/yr.

% Increase 5.0%

Amount of Last Review \$3,700/yr.

TERMINATIONS ONLY

19 Vacation Days _____

19 Vacation Days _____

Total Vacation Days _____

R.R. 1/22/96
R. Romano
R. Romano

M.K. Butler 2/5/96
M.K. Butler

J. Hermann
J. Hermann

COMMENTS

No salary action.

Next review date: 3/1/97.

Supervisor Initiating Action
M. LebelDivision Head
R. HermannDate
2/1/96

Department Head

Final Authorization

Date

Date

EXEMPT PERFORMANCE APPRAISAL

EMPLOYEE'S NAME Stephanie TulloDATE HIRED October 7, 1963EMPLOYEE'S JOB TITLE Director, Admin. Services

TIME ON THIS JOB (Month) _____ (Day) _____ (Year) _____

SUPERVISOR'S NAME Marvin ZemelDATE THIS REPORT SENT TO SUPERVISOR (To be completed by supervisor)
November 21, 1995

FACTOR TO BE RATED		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
KNOWLEDGE OF WORK <i>Knowledge and understanding of all phases of this job and related jobs.</i>	Has an unsatisfactory knowledge of this job.	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	
	COMMENT:					
QUALITY OF WORK <i>Accuracy and thoroughness with which work meets recognized and accepted standards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	
	COMMENT:					
QUANTITY OF WORK <i>Volume of work based upon recognized standards of performance.</i>	Consistently low and behind schedule.	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	
	COMMENT:					
DEPENDABILITY <i>Compliance with instructions and regulations. Reliability under varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up.	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	
	COMMENT:					
COOPERATION <i>Cooperation with associates, superiors and others.</i>	Uncooperative, careless and indifferent. Irritates others.	Indifferent to importance of co-operation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	
	COMMENT:					

EFFECTIVENESS OF PLANNING <i>Planning, i.e., determining what shall be done; or when; where, or by whom; or how work shall be done.</i>	Planning is frequently ineffective or too late.	Planning is sometimes incomplete, ineffective, or too late.	Planning generally complete, effective and usually thorough.	Planning almost always sound and effective, complete and on time.	Planning always sound and effective, complete, thorough and on time. <input checked="" type="checkbox"/>
	COMMENT:				
SUPERVISORY RELATIONSHIPS <i>Ability to secure results through subordinates.</i>	Ineffective in handling subordinates.	Handles all supervisory aspects of his job in satisfactory manner.	Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance. <input checked="" type="checkbox"/>		
	COMMENT:				

IDENTIFY STRENGTHS: *He is very knowledgeable and conscientious about all aspects of her job.*

IDENTIFY AREAS NEEDING IMPROVEMENT: *Constant look out for money - driving opportunities*

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE?

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	<input checked="" type="checkbox"/>
Very Good	<input type="checkbox"/>
Satisfactory	<input type="checkbox"/>
Marginally Acceptable	<input type="checkbox"/>
Unacceptable	<input type="checkbox"/>

ADDITIONAL COMMENTS:

REPORT PREPARED BY: *John Doe*

DATE: *12/24/95*

REPORT REVIEWED BY: *John Doe*

DATE: *1/2/96*

THIS APPRAISAL WAS DISCUSSED WITH THE EMPLOYEE ON:

Signature of Employee

REQUEST FOR PERSONNEL ACTION

Tullo	Stephanie	M	F	
Last Name	First Name		X	050-36-0002
1742 Union Avenue		Hewlett	New York	11557
Street	Apt.	City	State	Zip

PLACE ON PAYROLL REMOVE FROM PAYROLL XX REVISED JOB CLASSIFICATION AND/OR SALARY RATE OTHER: (X) EXEMPT () NON-EXEMPT (X) REGULAR () TEMPORARY		
	PRESENT STATUS	
	Administrative Services	Administrative Services
	09.505	09.505
	March 1, 2005	
Job Title		
Director, Administrative Services	Director, Administrative Services	
Grade		
XI	XI	
Salary Range		
\$51,060-83,643-116,225	\$51,060-83,643-116,225	
Present Salary: <u>\$86,561/yr.</u> Decrease: _____ % Next Review Date: <u>September 1, 2006</u>	Increase: <u>\$4,328/yr.</u> <u>5.0</u> %	NEW HIRES ONLY DOB: _____ DOB: _____ Date of Last Review: September 1, 2003 % Increase: <u>3.0</u> Amount of Last Review: <u>\$2,521/yr.</u>

<u>J. Ellis</u> <u>M.K. Butler 7/1/05</u> <u>M.K. Butler</u>	COMMENTS		TERMINATIONS ONLY 2005 Vacation Days: _____ 2006 Vacation Days: _____ Total Vacation Days: _____
	Merit Increase.		

Supervisor Initiating Action, H. Miller	Date <u>3/4/05</u>	Department Head	Date
Division Head R. Davies	Date <u>3/4/05</u>	Final Authorization	Date

THE McCALL PATTERN COMPANY

EXEMPT PERFORMANCE APPRAISAL

EMPLOYEE'S NAME	Stephanie Tullo	DATE HIRED	10/7/63
EMPLOYEE'S JOB TITLE	Director, Administrative Services	TIME ON THIS JOB	
SUPERVISOR'S NAME	Henry Miller	DATE SENT TO SUPERVISOR	2/18/05

CRITERION TO BE RATED		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
KNOWLEDGE OF WORK <i>Knowledge and understanding of phases of this job related jobs.</i>	Has an unsatisfactory knowledge of this job	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	X
	COMMENT: Stephanie has a thorough knowledge of her position which includes a variety of disciplines and affects all areas of the New York Office.					
QUALITY OF WORK <i>Accuracy and thoroughness with which work meets recognized and accepted standards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	X
	COMMENT:					
QUANTITY OF WORK <i>Time of work based on recognized standards of performance.</i>	Consistently low and behind schedule	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	X
	COMMENT: Stephanie is a very dedicated employee who does whatever it takes to get the job done.					
PREDICTABILITY <i>Compliance with instructions, regulations. Reliability under varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	X
	COMMENT:					
COOPERATION <i>Operation with associates, peers and others.</i>	Uncooperative, careless and indifferent. Imitates others.	Indifferent to importance of co-operation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	X
	COMMENT:					

EFFECTIVENESS PLANNING <i>ing, i.e., determining shall be done; or when; , or by whom; or how shall be done.</i>	Planning is frequently ineffective or too late.	Planning is sometimes incomplete, ineffective, or too late.	Planning generally complete, effective and usually thorough.	Planning almost always sound, effective, complete and on time.	Planning always sound and effective, complete, thorough and on time. X
	COMMENT:				
DISPOSITIVE RELATIONSHIPS <i>'to secure results from subordinates.</i>	In effective in handling subordinates. Imitates others.	Handles all supervisory aspects of his job in satisfactory manner.	Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance. X		
	COMMENT: Stephanie's people work with the same "Get the job done" attitude as she does.				

IDENTIFY STRENGTHS: Stephanie has a strong knowledge of the requirements of her job and the internal motivation to devote to the completion of each project. Stephanie is also very organized and handles multiple functions well.

IDENTIFY AREAS NEEDING IMPROVEMENT:

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE?

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	X
Very Good	
Satisfactory	
M marginally Acceptable	
Unacceptable.	

ADDITIONAL COMMENTS:

REPORT PREPARED BY: Henry Miller

DATE: 3/1/05

REPORT REVIEWED BY: Stephanie Miller

DATE: 3/3/05

THIS APPRAISAL WAS DISCUSSED THE EMPLOYEE ON:

3/15/05 Signature of Employee

Stephanie Miller

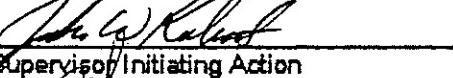
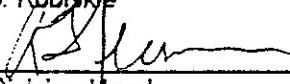
REQUEST FOR PERSONNEL ACTION

M F

Tullo	Stephanie		050-36-0002
Last Name	First Name		Social Security Number
1742 Union Avenue		Hewlett	New York
Street	Apt.	City	State
			Zip

<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	PLACE ON PAYROLL REMOVE FROM PAYROLL REVISED JOB CLASSIFICATION AND/OR SALARY RATE OTHER:		
	(X) EXEMPT		() NON-EXEMPT
	(X) REGULAR		() TEMPORARY
	PRESENT STATUS		NEW STATUS
Department	Administrative Services		Administrative Services
Staff Number	09.505		09.505
Effective Date			September 1, 2003
Job Title	Director, Administrative Services		Director, Administrative Services
Grade	XI		XI
Salary Range	\$51,060-81,950-112,840		\$51,060-83,643-116,225
Present Salary: <u>\$84,040/yr.</u> Decrease: _____ Next Review Date: <u>March 1, 2005</u>		Increase: <u>\$2,521/yr.</u> <u>3.0</u> % Salary To Be: <u>\$86,561/yr.</u>	NEW HIRES ONLY DOB: _____ DOB: _____ Date of Last Review: <u>September 1, 2001</u> % Increase: <u>4.0</u> Amount of Last Review: <u>\$3,233/yr.</u>

 P. Stampf	COMMENTS		
	Merit Increase.		
TERMINATIONS <u>ONLY</u> 2003 Vacation Days: _____ 2004 Vacation Days: _____ Total Vacation Days: _____			

 J. Kobiskie Supervisor Initiating Action	8/18/03 Date	 Department Head	Date
 R. Hermann Division Head	8/21/03 Date	 Final Authorization	Date

EXEMPT PERFORMANCE APPRAISAL

EMPLOYEE'S NAME Stephanie TulloDATE HIRED 10071963EMPLOYEE'S JOB TITLE Director, Admin. ServicesTIME ON
THIS JOB

(Month)

(Day)

(Year)

SUPERVISOR'S NAME John KobiskieDATE THIS REPORT
SENT TO SUPERVISOR

(To be completed by supervisor)

August 1, 2003

FACTOR TO BE RATED		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
KNOWLEDGE OF WORK <i>Knowledge and understanding of all phases of this job and related jobs.</i>	Has an unsatisfactory knowledge of this job.	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	X
	COMMENT: Stephanie continues to have a very thorough knowledge of all areas of her responsibility.					
QUALITY OF WORK <i>Accuracy and thoroughness with which work meets recognized and accepted standards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	X
	COMMENT: Her work remains thorough and well thought out.					
QUANTITY OF WORK <i>Volume of work based upon recognized standards of performance.</i>	Consistently low and behind schedule.	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	X
	COMMENT: Stephanie continues to meet agreed upon deadlines and assignments.					
DEPENDABILITY <i>Compliance with instructions and regulations. Reliability under varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up.	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	X
	COMMENT: Stephanie remains reliable in a crunch situation to get the task completed. She receives calls all hours of the day and night, which must be dealt with in a timely manner.					
COOPERATION <i>Cooperation with associates, superiors and others.</i>	Uncooperative, careless and indifferent. Irritates others.	Indifferent to importance of cooperation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	X
	COMMENT: Stephanie has a difficult job, which can cause conflict, but she continues to do an admirable job in dealing with these difficult situations and people.					

EFFECTIVENESS OF PLANNING <i>Planning, i.e., determining what shall be done; or when; where, or by whom; or how work shall be done.</i>	Planning is frequently ineffective or too late.	Planning is sometimes incomplete, ineffective, or too late.	Planning generally complete, effective and usually thorough.	Planning almost always sound and effective, complete and on time.	Planning always sound and effective, complete, thorough and on time.
	COMMENT: Stephanie's plans and completes her tasks with minimal supervision.				

SUPERVISORY RELATIONSHIPS <i>Ability to secure results through subordinates.</i>	Ineffective in handling subordinates.	Handles all supervisory aspects of his job in satisfactory manner.	Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance.		
	COMMENT: Stephanie continues to get results from her subordinates.				

IDENTIFY STRENGTHS: Stephanie is one of the individuals who continues to take responsibility and gets the task or job completed with thorough planning. Stephanie continues to look for new vendors and methods to save the Company operating expense.

IDENTIFY AREAS NEEDING IMPROVEMENT: _____

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE? _____

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	<input checked="" type="checkbox"/>
Very Good	<input type="checkbox"/>
Satisfactory	<input type="checkbox"/>
Marginally Acceptable	<input type="checkbox"/>
Unacceptable	<input type="checkbox"/>

ADDITIONAL COMMENTS: Stephanie is a very loyal and dedicated employee.

REPORT PREPARED BY: J.W. Kohlhoes **DATE:** 8/12/2003

REPORT REVIEWED BY: J.W. Kohlhoes **DATE:** 8/13/2003

THIS APPRAISAL WAS DISCUSSED WITH THE EMPLOYEE ON:

Date: 8-20-03 **Signature of Employee:** Stephanie Fells

8/20/01

Date

REQUEST FOR PERSONNEL ACTION

M	F
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Tullo
Last Name

Stephanie
First Name

050-36-0002
Social Security Number

1742 Union Avenue
Street

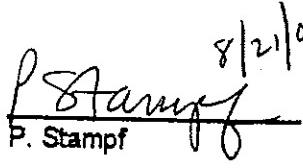
Apt.

Hewlett
City

New York
State

11557
Zip

	PLACE ON PAYROLL REMOVE FROM PAYROLL XX REVISED JOB CLASSIFICATION AND/OR SALARY RATE OTHER: <input checked="" type="checkbox"/> EXEMPT <input type="checkbox"/> NON-EXEMPT <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> TEMPORARY		
Department Staff Number Effective Date Job Title Grade Salary Range	PRESENT STATUS		NEW STATUS
	Administrative Services 09.505		Administrative Services 09.505
			September 1, 2001
	Director, Administrative Services XI		Director, Administrative Services XI
	\$51,060-79,780-108,500		\$51,060-81,950-112,840
	Present Salary: \$80,808/yr.	Increase: \$3,232/yr. 4.0 % Decrease: _____ % Next Review Date: March 1, 2003	Salary To Be: \$84,040/yr.

  P. Stampf 8/21/01 M.K. Butler 8/21/01	COMMENTS		
	Merit increase.		

Date	Department Head	Date
8/21/01		
Date	Final Authorization	Date
8/21/01		

Supervisor Initiating Action
J. Kopolski

Division Head
R. Hermann

EXEMPT PERFORMANCE APPRAISAL

10

07

1963

Stephanie Tullo

DATE HIRED

TIME ON
THIS JOB

(Month)

(Day)

(Year)

EMPLOYEE'S NAME

EMPLOYEE'S JOB TITLE

Director, Administrative Services

DATE THIS REPORT
SENT TO SUPERVISOR

(To be completed by supervisor)

SUPERVISOR'S NAME

John Kobiskie

July 3, 2001

FACTOR TO BE RATED		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
KNOWLEDGE OF WORK <i>Knowledge and understanding of all phases of this job and related jobs.</i>	Has an unsatisfactory knowledge of this job.	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	X
	COMMENT: Stephanie has a very thorough knowledge of all areas of her responsibility.					
QUALITY OF WORK <i>Accuracy and thoroughness with which work meets recognized and accepted standards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	X
	COMMENT: Her work is thorough and well thought out. The recent renovation and move have been executed very well and in a timely manner.					
QUANTITY OF WORK <i>Volume of work based upon recognized standards of performance.</i>	Consistently low and behind schedule.	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	X
	COMMENT: Stephanie always meets agreed upon deadlines and assignments.					
DEPENDABILITY <i>Compliance with instructions and regulations. Reliability under varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up.	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	X
	COMMENT: Stephanie can always be relied upon in a crunch situation to get the task completed. She receives calls all hours of the day and night, which must be dealt with in a timely manner. Again, the recent move and renovation planning and implementation have gone exceptionally well.					
COOPERATION <i>Cooperation with associates, superiors and others.</i>	Uncooperative, careless and indifferent. Irritates others.	Indifferent to importance of co-operation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	X
	COMMENT: Stephanie has a difficult job, which can cause conflict, but she does an admirable job in dealing with these difficult situations and people.					

EFFECTIVENESS PLANNING <i>Planning, i.e., determining what shall be done; or when; where, or by whom; or how it shall be done.</i>	Planning is frequently ineffective or too late.	Planning is sometimes incomplete, ineffective, or too late.	Planning generally complete, effective and usually thorough.	Planning almost always sound and effective, complete and on time.	Planning always sound and effective, complete, thorough and on time. <input checked="" type="checkbox"/>
	COMMENT: Stephanie plans and completes her tasks with minimal supervision. Stephanie has been the equivalent of a general contractor on the Butterick renovation and has done an excellent job with that role.				
SUPERVISORY RELATIONSHIPS <i>Ability to secure results through subordinates.</i>	Ineffective in handling subordinates.	Handles all supervisory aspects of his job in satisfactory manner.	Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance. <input checked="" type="checkbox"/>		
	COMMENT: Stephanie continues to get results from her subordinates.				

IDENTIFY STRENGTHS: Stephanie is one of the individuals who takes responsibility and gets the task or job completed with thorough planning. In the recent month she has efficiently managed the renovation and implanted procedures at Butterick, which has saved the Company money.

IDENTIFY AREAS NEEDING IMPROVEMENT: _____

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE? _____

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	<input checked="" type="checkbox"/>
Very Good	<input type="checkbox"/>
Satisfactory	<input type="checkbox"/>
Marginally Acceptable	<input type="checkbox"/>
Unacceptable	<input type="checkbox"/>

ADDITIONAL COMMENTS: Stephanie is a very loyal and dedicated employee.

REPORT PREPARED BY: Jeff C. Johnson DATE: 8/15/2001

REPORT REVIEWED BY: Randy Neam DATE: 8/20/01

APPRAISAL WAS DISCUSSED WITH THE EMPLOYEE ON: 9/14/01

Signature of Employee

Shelly

February 18, 2000

Date

The McCall Pattern Company

REQUEST FOR PERSONNEL ACTION

Name (Print)

Stephanie M F

First Name

050-36-0002

Social Security Number

Union Avenue

Hewlett

New York

11557

Apt. #

City

State

Zip

	PLACE ON PAYROLL	
	REMOVE FROM PAYROLL	
XX	TRANSFER	
	REVISED JOB CLASSIFICATION AND/OR SALARY RATE	
	MEDICAL LEAVE OF ABSENCE	
	UNPAID LEAVE OF ABSENCE	
	OTHER: _____	
	<input checked="" type="checkbox"/> EXEMPT <input type="checkbox"/> NON-EXEMPT	
	<input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> TEMPORARY	
	PRESENT STATUS	NEW STATUS
Department	Administrative Services	
Staff Number	09.505	
Effective Date	March 1, 2000	
Job Title	Director, Admin. Services	
Grade	XI	
Salary Range	\$51,060-79,780-108,500	
Present Salary	Increase \$3,108/yr. 4.0 %	Decrease _____ %
	Salary To Be \$80,808/yr.	
	Comments	
Stampf	2/18/00 Merit increase. Next review date: September 1, 2001.	
Butler	2/22/00 Date	
	Department Head	
	Final Authorization	
	Date	
	Date	

Initials Initiating Action

Kubitske

Initials

Hermann

EMPLOYEE'S NAME Stephanie Tullo DATE HIRED 10 7 63
 (Month) (Day) (Year)
 EMPLOYEE'S JOB TITLE Director, Administrative Services TIME ON THIS JOB
 (To be completed by supervisor)
 SUPERVISOR'S NAME John Kobiskie DATE THIS REPORT SENT TO SUPERVISOR January 4, 2000

FACTOR TO BE RATED		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
KNOWLEDGE OF WORK <i>Knowledge and understanding of all phases of this job and related jobs.</i>	Has an unsatisfactory knowledge of this job.	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	X
	COMMENT: Stephanie has an excellent knowledge of all areas of her responsibility.					
QUALITY OF WORK <i>Accuracy and thoroughness with which work meets recognized and accepted standards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	X
	COMMENT: Her work is thorough and well thought out					
QUANTITY OF WORK <i>Volume of work based on recognized standards of performance.</i>	Consistently low and behind schedule.	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	X
	COMMENT: Stephanie always meets agreed upon deadlines.					
DEPENDABILITY <i>Compliance with instructions and regulations. Reliability under varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up.	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	X
	COMMENT: Stephanie can always be relied upon in a crunch situation to get the task completed. She receives calls all hours of the day and night, which must be dealt with in a timely manner.					
COOPERATION <i>Cooperation with associates, superiors and others.</i>	Uncooperative, careless and indifferent. Irritates others.	Indifferent to importance of cooperation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	X
	COMMENT: Stephanie has a difficult job, which can cause conflict, but she does an admirable job in dealing with these difficult situations and people.					

EFFECTIVENESS
PLANNING

ing, i.e., determining
shall be done; or when;
e, or by whom; or how
shall be done.

Planning is frequently ineffective or too late.

Planning is sometimes incomplete, ineffective, or too late.

Planning generally complete, effective and usually thorough.

Planning almost always sound and effective, complete and on time.

Planning always sound and effective, complete, thorough and on time.

COMMENT:

Stephanie's plans and completes her tasks with minimal supervision.

SUPPORTIVE
RELATIONSHIPS

try to secure results
through subordinates.

Ineffective in handling subordinates.

Handles all supervisory aspects of his job in satisfactory manner.

Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance.

COMMENT: Stephanie gets results from her subordinates.

IDENTIFY STRENGTHS: Stephanie is one of the individuals who takes responsibility and gets the task or job completed with thorough planning. In the past year she suggested and implemented a new "Fed EX system, which has saved the Company money. She implemented a new local phone system, which saved the Company money too.

IDENTIFY AREAS NEEDING IMPROVEMENT: _____

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE? _____

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	<input checked="" type="checkbox"/>
Very Good	<input type="checkbox"/>
Satisfactory	<input type="checkbox"/>
Marginally Acceptable	<input type="checkbox"/>
Unacceptable	<input type="checkbox"/>

ADDITIONAL COMMENTS: Stephanie is a very loyal and dedicated employee.

EMPLOYEE PREPARED BY: John W. Kephart DATE: 2/16/00

EMPLOYEE REVIEWED BY: Kathy Spurrier DATE: 2/16/00

THIS APPRAISAL WAS DISCUSSED WITH THE EMPLOYEE ON:

3/9/00

Signature of Employee

J. Kephart

8/11/98

REQUEST FOR PERSONNEL ACTION

Date

110

Stephanie M F

050-36-0002

Last Name (Print)

First Name

Social Security Number

42 Union Avenue

Hewlett

New York

11557

Street

Apt. #

City

State

Zip

	PLACE ON PAYROLL
	REMOVE FROM PAYROLL
	TRANSFER
	REVISED JOB CLASSIFICATION AND/OR SALARY RATE
	MEDICAL LEAVE OF ABSENCE
	UNPAID LEAVE OF ABSENCE
XX	OTHER: Change in next review date only.
	<input checked="" type="checkbox"/> EXEMPT <input type="checkbox"/> NON-EXEMPT
	<input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> TEMPORARY

	PRESENT STATUS	NEW STATUS
Department	Administrative Services	Administrative Services
Staff Number	09.505	09.505
Effective Date		September 1, 1998
Job Title	Director, Admin. Services	Director, Admin. Services
Grade	XI	XI
Salary Range	\$51,060-77,694-104,327	\$51,060-77,694-104,327

Increase _____
 Present Salary \$77,700/yr. % _____
 Decrease _____ % _____
 Salary To Be \$77,700/yr.

Date of Last Review 3/1/97

% Increase 0.

Amount of Last Review 0

	COMMENTS	TERMINATIONS ONLY
Stampf	No salary action. Next review date: March 1, 2000.	19... Vacation Days... 19... Vacation Days... Total Vacation Days...
K. Butler		

previous Requesting Action
Leigh

Vice Head
Hermann

8/11/98
Date
8/11/98
Date

Department Head
Final Authorization

Date
Date

Stephanie Tullo

EXEMPT PERFORMANCE APPRAISAL
10 7 63

EMPLOYEE'S NAME

DATE HIRED

EMPLOYEE'S JOB TITLE

TIME ON
THIS JOB

(Month)

(Day)

(Year)

SUPERVISOR'S NAME Marvin Zemel

DATE THIS REPORT
SENT TO SUPERVISOR(To be completed by supervisor)
July 7, 1998

FACTOR TO BE RATED		FOR EACH FACTOR, CHECK THE STATEMENT THAT MOST ACCURATELY DESCRIBES THIS EMPLOYEE.				
KNOWLEDGE OF WORK <i>Knowledge and understanding of all phases of this job and related jobs.</i>	Has an unsatisfactory knowledge of this job.	Fair knowledge, but needs more training.	Has a good working knowledge of job.	Well informed on all phases of job.	Has a thorough knowledge of this and other jobs.	<input checked="" type="checkbox"/>
	COMMENT:					
QUALITY OF WORK <i>Accuracy and thoroughness with which work meets recognized and accepted standards of performance.</i>	Below standard. Needs constant checking.	Usually acceptable but must be checked occasionally.	Meets accepted standards regularly. Needs very little checking.	Uniformly accurate and thorough.	Maintains highest quality standards.	<input checked="" type="checkbox"/>
	COMMENT:					
QUANTITY OF WORK <i>Volume of work based upon recognized standards of performance.</i>	Consistently low and behind schedule.	Fair amount. Should be increased.	Steady producer. Regularly meets recognized standards.	Always turns out a good volume.	Unusually high output.	<input checked="" type="checkbox"/>
	COMMENT:					
DEPENDABILITY <i>Compliance with instructions and regulations. Reliability under varying circumstances.</i>	Frequently undependable.	Fairly dependable, but requires more than normal follow-up.	Dependable under normal circumstances.	More than normal dependability.	Thoroughly reliable on all assignments.	<input checked="" type="checkbox"/>
	COMMENT:					
COOPERATION <i>Cooperation with associates, superiors and others.</i>	Uncooperative, careless and indifferent. Irritates others.	Indifferent to importance of cooperation. Occasionally creates unfavorable impression.	Meets others halfway. Does not create unsatisfactory impression.	Always helpful and cooperative. Creates good impression.	Goes out of way to be cooperative. Gets work done smoothly. Creates outstanding impression.	<input checked="" type="checkbox"/>
	COMMENT:					

EFFECTIVENESS PLANNING <i>vining, i.e., determining what shall be done; or when; where, or by whom; or how work shall be done.</i>	Planning is frequently ineffective or too late.	Planning is sometimes incomplete, ineffective, or too late.	Planning generally complete, effective and usually thorough.	Planning almost always sound and effective, complete and on time.	Planning always sound and effective, complete, thorough and on time.
	COMMENT:				

SUPERVISORY RELATIONSHIPS <i>ability to secure results through subordinates.</i>	Ineffective in handling subordinates.	Handles all supervisory aspects of his job in satisfactory manner.	Is an outstanding supervisor. Builds and maintains high employee morale and motivates subordinates to a high level of performance.		
	COMMENT:				

IDENTIFY STRENGTHS: *Stephane is well informed on all phases of the job.*

IDENTIFY AREAS NEEDING IMPROVEMENT: _____

WHAT ADDED TRAINING OR EXPERIENCE WOULD MAKE THIS EMPLOYEE MORE VALUABLE? _____

WHAT IS THIS EMPLOYEE'S ALL AROUND JOB PERFORMANCE? (CHECK THE STATEMENT BELOW THAT BEST DESCRIBES YOUR APPRAISAL OF THE EMPLOYEE.)

DESCRIPTION OF ALL AROUND JOB PERFORMANCE	CHECK
Outstanding	<input checked="" type="checkbox"/>
Very Good	<input type="checkbox"/>
Satisfactory	<input type="checkbox"/>
Marginally Acceptable	<input type="checkbox"/>
Unacceptable	<input type="checkbox"/>

ADDITIONAL COMMENTS: _____

JOB PREPARED BY: *Affran Jewell*

DATE: *July 27, 1998*

JOB REVIEWED BY: *Affran Jewell*

DATE: *Aug 16, 1998*

IS APPRAISAL WAS DISCUSSED WITH THE EMPLOYEE ON:

Signature of Employee _____

Employee refused to sign